



Frequently Asked Questions (FAQs)

Q. What is the BOF?

A. *The ADB Business Opportunities Fair (BOF) is a one-stop educational and networking forum for consultants, contractors, manufacturers, and suppliers looking to provide goods and services for ADB projects. The 2-day BOF has proven to be an excellent opportunity to network not only with peers in the industry, but also with ADB specialists in the agriculture, natural resources, energy, public management, finance, transport, water, urban infrastructure, health and education sectors. Participants will learn about ongoing and upcoming ADB business opportunities from ADB staff, and can network with industry colleagues to explore potential areas of cooperation and alliances.*

Q. When and where is the BOF conducted?

A. *The BOF is an annual event, conducted at the ADB Headquarters in Manila, Philippines in the first quarter of the calendar year, usually during the month of March.*

Q. Is there a fee to participate in the BOF?

A. *No, there is no fee to participate in the BOF. The ADB organizes the annual BOF as a free service to consultants, contractors, manufacturers, traders, suppliers, embassies/trade commissions, governments, civil society and the academe/think-tanks from [ADB member countries](#) who are interested in pursuing ADB-financed projects. Overseas participants, however, are expected to shoulder all travel and travel-related costs and arrangements (including return airfare, hotel accommodation, daily subsistence, ground transport, and appropriate visa, if required) attendant to their participation in the BOF in Manila, Philippines.*

Q. How can I participate in the BOF?

A. *Interested participants should **individually** register online through the Business Opportunities webpage in the ADB website <http://www.adb.org/site/business-opportunities/main>. A BOF web announcement and registration template usually goes online as early as November. Registration closes around February. **As professionals, interested participants are expected to be aware of, and to adhere to, the registration deadline.***

Q. Can I have one-on-one meetings with ADB sector and procurement specialists?

A. *Yes, participants may directly arrange meetings with relevant ADB sector specialists. Registered participants will receive through email prior to the event a list of ADB speakers / sector experts and their respective contact email addresses in order to facilitate direct correspondence requesting individual appointments. In addition, an appointments desk during the 2-day BOF will also allow onsite requests for meetings with ADB sector experts and OSFMD (formerly COSO) procurement specialists, depending on availability, and on a first-come-first-served basis.*

Q. How can I properly prepare for participation in the BOF?

A. *Upon receipt of an automated ADB email acknowledgement of registration to the BOF, participants should attend to all necessary travel arrangements on their own while taking guidance from the General Information Guide and Hotel Listing provided in the BOF webpage. Attention is also invited to the ADB Business Opportunities webpage in the ADB website <http://www.adb.org/site/business-opportunities/main> where one can find current information on proposed and approved projects, procurement notices and plans, and various online training tools and resources for consultants.*